

## Accessing the K-12 Online Score Reporting Portal 2016

1. After signing into the K-12 Online Score Reporting Portal (<https://k12reports.collegeboard.org>), depending on your level of access, you will see one or two tabs: Reports Center (**Summary** or **Detail**) and/or Download Center (**Data Files Management**)

CollegeBoard Assessment Reporting

Reports Center

Summary Report - Sep 2015 - Aug 2016

PSAT 8/9 Fall 2015

PSAT/NMSQT Fall 2015

10th grade

Run Reports: Scores by Institution Benchmark by Institution Roster

Mean Total Score 886 320 to 1520

Mean ERW Score 442 160 to 760

Mean Math Score 444 160 to 760

42% Met Both Benchmarks 82% Met ERW Benchmark 42% Met Math Benchmark

Participation

38 Total test takers / 47 Enrolled 81% Participation

Percentage of Test Taker Population by Sex

Female 47% Male 53% No Response N/A

11th grade

Run Reports: Scores by Institution Benchmark by Institution Roster

Participation

CollegeBoard Assessment Reporting

Download Center

File type: All Assessment: All Delivery date: All

File type	Assessment	Details	Delivery method	Delivery date
Other	PSAT 10	1000 records 000000_PSAT10_20150717_000003.csv (990.96 KB) Batch ID: N/A	One Time	Jul 17, 2015
Other	PSAT 10	1000 records 000000_PSAT10_20150717_000004.txt (1.17 MB) Batch ID: N/A	One Time	Jul 17, 2015

2. In the Reports Center tab, the default shows you a summary of student participation by grade level and assessment. Click on **"Reports"**, select the assessment for which you would like to dig deeper, and choose the **"Report Type"** which best fits your needs

CollegeBoard Assessment Reporting

Reports Center

Reports

SELECT Summary PSAT 8/9 PSAT 10 PSAT/NMSQT Roster

REPORT TYPE

Select

Benchmarks by Demographics

Benchmarks by Institution

Instructional Planning

Question Analysis

Scores by Demographics

Scores by Institution

Mean Total Score 749 240 to 1440

Mean ERW Score 386 120 to 720

Mean Math Score 363 120 to 720

31% Met Both Benchmarks 88% Met ERW Benchmark 31% Met Math Benchmark

42 Total test takers / N/A Enrolled

Percentage of Test Taker Population by Sex

Female 55% Male 45% No Response N/A

9th grade

Run Reports: Scores by Institution Benchmark by Institution Roster

Participation

41 Total test takers / 58 Enrolled 71% Participation

## Report Types

### Benchmarks by Demographics

This report measures aggregate performance against College and Career Readiness Benchmarks for the Evidence-Based Reading and Writing section and the Math section by demographic group. You'll also be able to view aggregate performance data for the entire institution. You can report on one or two demographic groups at a time. Demographic data available on PSAT™ 8/9 test-takers include sex, race and ethnicity, and core curriculum. For PSAT/NMSQT® and PSAT™ 10 test-takers, parental education and Student Search Service® participation are also included.

### Benchmarks by Institution

This report measures aggregate as well as student-level performance against College and Career Readiness Benchmarks for the Evidence-Based Reading and Writing section and the Math section. Note that this particular report may experience slow load time, especially for large schools.

***Tip:** The Roster Detail report contains most of the same score data, and loads faster. It can also be exported to Excel for additional analysis. The Roster Detail report is accessed through the main Roster report, accessible from the Summary Dashboard or the report selector. Be sure to click the **Roster Detail** link for the specific assessment you are interested in.*

### Instructional Planning

This report highlights instructional strengths and weaknesses and can be used to help focus improvement efforts. It measures aggregate performance data against the benchmarks for every score except the total score and cross-test scores.

### Question Analysis

This report provides aggregate and student-level performance data for every question on the assessment. Use it to find out how your students answered each question, which mistakes were most common, how well each skill has been mastered, and which state standards have been met. If data is missing for a particular question, it's probably for one of these reasons:

- The question was determined invalid and was not scored.
- A student asked that we rescore their test; the student's name will appear in the list of students, but you won't see how that student answered the question.

### Scores by Demographics

This report provides aggregate performance data by demographic group for every score. You'll also be able to view aggregate performance data for the entire institution. You can report on one or two demographic groups at a time. Demographic data available on PSAT 8/9 test-takers include sex, race and ethnicity, and core curriculum. For PSAT/NMSQT and PSAT 10 test-takers, parental education and Student Search Service participation are also included.

### Scores by Institution

This report provides aggregate performance data by institution, as well as student-level performance at each school, for every score. Note that this particular report may experience slow load time, especially for large schools. Please be patient, and don't refresh.

***Tip:** The Roster Detail report contains most of the same score data, and loads faster. It can also be exported to Excel for additional analysis. The Roster Detail report is accessed through the main Roster report, accessible from the Summary Dashboard or the report selector. Be sure to click the **Roster Detail** link for the specific assessment you are interested in.*